

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

February 19, 2014

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer; Ms. Ward, Commissioner; Ms. Fields, Executive Director; and Ms. Painter as an invited guest.

The meeting was called to order at 8:36 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Eddy and seconded by Ms. Ward to accept the minutes of the January 22, 2014 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Mr. Fields asked Mr. Long if any further communication regarding the reappointment of Ms. Hall to the Board for another term had been received from the Committee on Committee. Mr. Long stated that he had not heard anything and would write another letter requesting reappointment.

EXECUTIVE SESSION

Real Estate

Ms. Fields asked the Chairman to request a vote to go into Executive Session in order to discuss a real estate proposal which contains privileged information. The Chairman requested a motion be made.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to go into Executive Session and to invite Ms. Fields and Ms. Painter at 8:39 a.m. Motion approved unanimously.

The Board came out of Executive Session at 10:15 a.m.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the January bills. Motion approved unanimously.

Financial Reports –A (General)

The December Financials were not available.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Ms. Hall and seconded by Mr. Eddy to approve the January Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy reported that the review of the grant applications will take place at next month's meeting.

General Reports

Mr. Eddy expressed his thanks to Fred Doten for the good job he has done in cleaning up the large amounts of snow and ice that have plagued this area over the last couple of weeks.

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

Section 8 Financing Update

Ms. Fields has been working on the financing of the administration of the Section 8 Program. HUD anticipates that funding will allow fees to be pro-rated at approximately 75% of the stated rate. Housing Assistance Payment (HAP) funding is expected to be pro-rated at approximately 99 percent of each housing authority's eligibility.

Ms. Fields will apply again this year for HUD set-aside funds under the category of "Portability." This allows for additional funds to be distributed to a housing authority where the port out HAP cost exceeds 110% of the program average HAP cost. Ms. Fields applied last year, but while qualifying for funds, none were available to this housing authority due to HUD using all funds to reduce termination of families from the program due to insufficient funding at other housing authorities. Because this housing authority had "adequate" reserves, they were used to cover the additional HAP costs associated with those participants. This resulted in further depletion of the reserve fund.

As requested, Ms. Fields did question the eligibility of an IRS 457 organization being eligible for the grant through the Department of Human Service of the Town of Mansfield and since no response to the contrary was received, it is presumed that a 457 is eligible to receive the grant.

Ms. Fields spoke with the CHFA asset manager regarding the possibility of reallocating personnel costs from the Section 8 program to the state programs thereby leaving the Section 8 Program with the personnel costs of only the Section 8 Coordinator. There has been no comment from CHFA on the proposal.

Mr. Hart, Mansfield Town manager, set up a meeting with the five town representatives in our Section 8 jurisdiction for Ms. Fields to discuss the financial outlook for the Section 8 program and to request operating funds proportional to each town's current use of the program. The meeting is this afternoon at 3:30 p.m. at the Town Hall.

NEW BUSINESS**Development Committee**

The first organizational meeting of the Development Committee will take place on March 5, 2014 at 8:00 a.m.

MEETING DATE REVIEW

The March meeting has been reschedule to March 25, 2014.

The April meeting has been reschedule to April 16, 2014.

The May meeting has been rescheduled to May 16, 2014.

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:50 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson